ita
industry training authority

Executive Compensation Discussion and Analysis - fiscal 2011/12

Compensation Philosophy

Compensation is comprised of a base salary, incentive plan and benefits including vacation, and pension. It is designed to compensate and reward achievement of the goals as outlined in the organization's Service Plan and as may also be identified by the Human Resources Committee of the Board of Directors in its Corporate Performance Goals. A vehicle allowance is provided to the CEO to reimburse the cost of the use of a personal vehicle for business purposes.

The base salary, benefits and incentive target is benchmarked at least every three years using comparators that include public, private and not-for-profit organizations. The comparators are intended to position the organization to be reflective of the environment in which the organization operates. The Board approves the comparator organizations for the CEO position. The Human Resources Committee of the Board and CEO approve the comparator organizations for all other positions in the organization. Levels are set at the market median. The market compensation survey is administered by an independent, full service Human Resource organization using best practices identified by the consultant. Such a survey was conducted in February of 2012 using the services of PayScale.

Incentive Plan Performance Targets

Incentive Plan goals are renewable annually, approved by the Human Resources Committee of the Board of Directors, and calculated using quantifiable measures. The goals are preset, weighted performance goals within an incentive range of 0-20% for each specific goal (total target level is 10%).

Leaves

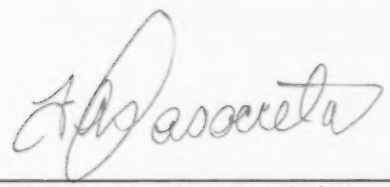
The organization provides vacation and sick leave to employees as well as other leaves required under Employment Standards (e.g. Family Responsibility Leave).

Notes:

Name and Position	Salary	Incentive Plan Compensation	Total Benefits[3]	Pension[2]	All Other Compensation	All Other Compensation Details	Total 2011-2012	Total 2010-2011	Total 2009-2010
Kevin Evans, CEO	171,857	7,826	10,833	16,954	A. 10,800 B. 5,000	A. Car allowance B. RSP in lieu	223,270	227,626	243,618
Gary Macey, COO	142,750	2,418	10,699	13,913	2,769	Vacation paid out	172,549[5]	86,483	-
Sue Thomas, CFO	127,379	4,363	10,123	12,379	-		154,244	157,243	165,756
Jeff Nugent, CSO	124,753	4,235	7,233	12,108	-		148,329	150,218	155,458
Sandy Steward, Executive Lead, Strategic Initiatives	*Left February 2011 – not replaced*	4,074	481		107,699	Severance	112,254	158,884[4]	172,375

1) Amounts shown are based on compensation received in the period.
2) Pension amounts include the employer share of contributions for PSPP.
3) Total Benefits includes: employer portion EI, employer portion CPP, WCB, life insurance, extended health and dental. Prior years have had WCB added to be c
4) Sandy Steward compensation updated for 2010-2011 to include $10,798 pay in lieu.
5) Gary Macey 7.5% increase in May 2011 is within the approved salary bands and is 117% above Job Rate which is below the 118% maximum allowable.

I hereby attest that to the best of my knowledge the above information is accurate, true and complete. The board is fully aware of the compensation plans for the aforementioned executives and agree that it complies with ITA compensation plans.



Frank Pasacreta: Chair, Board of Directors